



SAFE KIDS BUCKLE UP®

Grant Funding Guidelines

July 1, 2003 – June 30, 2004

The following chart provides an overview of grant funds currently available from the National SAFE KIDS Campaign (NSKC) through our General Motors (GM) and United Auto Workers (UAW) sponsorship. The grant funding guidelines are structured in two levels, state and local. **THE GRANTS ARE FIRST COME, FIRST SERVED AND AVAILABLE UNTIL FUNDS ARE EXHAUSTED.** Grants will be awarded to our network of state and local SAFE KIDS coalitions in good standing with the Campaign. Good standing means that the Campaign receives **ALL** of a Coalition's surveys, agreements and evaluations in a timely fashion; that the Coalition is in regular contact with the Campaign; and that the Coalition is striving to meet the Campaign's *Performance Standards for Coalitions*.

All SAFE KIDS BUCKLE UP (SKBU) Car Seat Check Up Event, Workshop and Registry applications must be received at least **four (4) weeks prior to the proposed event via Coalition Extranet, fax transmission or mail.** The Standardized Training and SAFE KIDS CPS Update-Refresher applications must be received at least **eight (8) weeks prior to the proposed event via Coalition Extranet, fax transmission or mail.** A **SKBU-selected incentive package will be provided and routinely offered with each grant quarterly at our discretion, to include signage, jackets, t-shirts, hats and other program materials.**

Please remember ALL evaluations are due within thirty (30) days following the scheduled date of your Car Seat Check Up, Registry events, Training and Workshop classes. **Coalitions with outstanding evaluations for previous events and other Campaign-required paperwork WILL NOT be awarded future grants until all evaluations and paperwork are processed and the Coalition is again in good standing with the Campaign.** The timely and accurate completion of your evaluations and submission of original SAFE KIDS BUCKLE UP Car Seat Checklist Forms, as well as required Workshop and Training reports, is a critical component of our program. We keep our sponsors (General Motors and the United Auto Workers), NHTSA and other supporters apprised of program statistics on a regular basis, and it is vital that we are able to include your grant-funded events, workshops, training and other supported efforts in our database.

NHTSA STANDARDIZED CPS TRAINING GRANT

| Type of Grant | Grant Description | Requirements For Eligibility | Timeline |
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| NHTSA Standardized Child Passenger Safety Training | <p>This \$2500 grant is available to all State and Local SAFE KIDS Coalitions to hold a Standardized Child Passenger Safety Training and Registry event for coalition and community members.</p> <p>Registry events must last at least two hours.</p> | <p>The Coalition must submit a complete SKBU training application and registry application that includes the signature of the SAFE KIDS Coalition Coordinator. The Lead CPS Instructor profile must be submitted with application, if profile has not been approved prior to application submission. Coalition coordinator must sign the Lead CPS Instructor profile to confirm the submission should be kept on file with SKBU.</p> <p>A SKBU Registry event is required the last day of the training class. The Registry application information is part of the PDF form. Training applications processed online must complete a separate Registry event application before training application can be submitted. Training applications submitted without a Registry event will not be approved.</p> <p>Please note: A Registry event cannot be replaced with a dealership, plant or partner application.</p> <p>Training classes funded through SKBU must have a minimum of ten (10) students and a maximum of twenty-five (25) students. The training class must include new and additional coalition members.</p> <p>The instructor must have:</p> <ul style="list-style-type: none"> • An approved lead instructor profile with coordinator's approval on file with the SKBU grants department. • Taken the current SAFE KIDS CPS Update-Refresher course. • Taught a minimum of two (2) Standardized Child Passenger Safety Certification Training classes within the last 12 months. <p>Applicants must meet the above criteria to be approved to teach the class.</p> | <p>This grant is available while funds last. Coalitions will be notified within 30 days if grant funding is capped.</p> <p>Each State and Local Coalition is guaranteed one Training grant per year.</p> <p>Grant applications must be submitted eight (8) weeks prior to the proposed training date via Coalition Extranet, fax and/or mail.</p> <p>Please note: The SKBU Training/Technical Manager will review all training applications for approval.</p> <p>This grant is available once a year to all State and Local SAFE KIDS Coalitions. Coalitions may apply for an additional class by submitting an application to the SKBU department eight (8) weeks in advance. Coalitions requesting an additional class will be notified individually as to how the SKBU program may be able to assist with additional funding.</p> |

SAFE KIDS CPS UPDATE-REFRESHER GRANT

| Type of Grant | Grant Description | Requirements For Eligibility | Timeline |
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| SAFE KIDS CPS Update-Refresher Training | <p>This \$500 grant is available to all State and Local SAFE KIDS Coalitions to hold a SAFE KIDS CPS Update-Refresher Class.</p> <p>The required materials for this training is provided by the National SAFE KIDS Campaign, SAFE KIDS BUCKLE UP Program.</p> | <p>The Coalition must submit a complete SKBU SAFE KIDS CPS Update-Refresher application that includes the signature of the SAFE KIDS Coalition Coordinator. The Lead CPS Instructor profile must be submitted with application if profile has not been approved prior to application submission. Coalition Coordinator must sign the Lead CPS Instructor profile to confirm the submission should be kept on file with SKBU.</p> <p>A minimum of ten (10) attendees is required.</p> <p>The instructor must have:</p> <ul style="list-style-type: none"> • An approved lead instructor profile on file with the SKBU grants department. • Taken the current SAFE KIDS CPS Update-Refresher course. • Taught a minimum of two (2) Standardized Child Passenger Safety Certification Training classes within the last 12 months. <p>Applicants MUST meet the above criteria to be approved to teach the class.</p> <p>Please note: The SKBU CPS Training/Technical Manager will review all Update-Refresher applications for approval.</p> <p>This grant is available once a year to all State and Local SAFE KIDS Coalitions. Coalitions may apply for an additional class by submitting an application to the SKBU Training/Technical Manager for review.</p> | <p>This grant is available while funds last. Coalitions will be notified within 30 days if grant funding is capped.</p> <p>Grant applications must be submitted eight (8) weeks prior to the proposed SKBU CPS Update-Refresher date via Coalition Extranet, fax and/or mail.</p> <p>Coalitions requesting an additional training will be notified individually as to how the SKBU program may be able to assist the class with additional funding.</p> |

SAFE KIDS BUCKLE UP AWARENESS WORKSHOP GRANT

| Type of Grant | Grant Description | Requirements of Eligibility | Timeline |
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| <p>Child Passenger Safety Awareness Workshop</p> | <p>This \$200 grant is available to all State and Local SAFE KIDS Coalitions to conduct a minimum two-hour child passenger safety educational awareness workshop with a General Motors Dealership, UAW Plant or a community-based organization.</p> | <p>The Coalition must submit a complete SKBU awareness workshop application that includes the signature of the SAFE KIDS Coalition Coordinator and contact information for the representative at the GM Dealership, GM Plant or community-based organization the coalition will be working with to host the workshop.</p> <p>The awareness workshop audience should consist of one or more of the following groups: dealership and plant families and personnel, parents, staff from a community partner or organization, outreach organization parent referrals, coalition volunteers or members.</p> <p>The Workshop must last a minimum of two hours.</p> <ul style="list-style-type: none"> • There is a maximum of ten (10) grant-supported workshops per Local Coalition. • There is a maximum of fifteen (15) grant-supported workshops per State Coalition. | <p>This grant is available while funds last. Coalitions will be notified within 30 days if grant funding is capped.</p> <p>Grant applications must be submitted four (4) weeks prior to the proposed workshop date via Coalition Extranet, fax and/or mail.</p> |

SAFE KIDS BUCKLE UP CHECK UP EVENT GRANTS

| Type of Grant | Grant Description | Requirements For Eligibility | Timeline |
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| <p style="text-align: center;">Dealership-Based Car Seat Check Up Event Grant</p> <p style="text-align: center;">Or</p> <p style="text-align: center;">Plant-Based Car Seat Check Up Event Grant</p> | <p>This \$700 grant is available to all State and Local SAFE KIDS Coalitions to hold a Car Seat Check Up Event at a General Motors (GM) Dealership and/or UAW Plant.</p> <p>Granted events MUST last a minimum of four hours, excluding set-up and breakdown. If your granted event does not last at least as long as the four hour minimum, your grant will reduce by 50%.</p> | <p>The Coalition must submit a complete SKBU GM Dealership or GM Plant checkup event grant application that includes the signature of the SAFE KIDS Coalition Coordinator. The Senior Checker profile must be submitted with application if profile has not been approved prior to application submission. Coalition Coordinator must sign the Senior Checker profile to confirm the submission should be kept on file with SKBU.</p> <p>One event per Dealership and Plant location per (Q)uarter: 1st Q – Jul/Aug/Sep 2nd Q – Oct/Nov/Dec 3rd Q – Jan/Feb/Mar 4th Q – Apr/May/June</p> <ul style="list-style-type: none"> There is a maximum of six (6) grant partner supported events per Local Coalition. There is a maximum of ten (10) grant-supported events per State Coalition. | <p>This grant is available while funds last. Coalitions will be notified within 30 days if grant funding is capped.</p> <p>Grant applications must be submitted four (4) weeks prior to the proposed event via Coalition Extranet, fax and/or mail.</p> |
| <p style="text-align: center;">Partner Car Seat Check Up Event Grant</p> | <p>This \$500 grant is available to all State and Local SAFE KIDS Coalitions to hold a Car Seat Check Up Event at an outreach partner organization, local or state community-based organization or retail establishment.</p> <p>Granted events MUST last a minimum of four hours, excluding set-up and breakdown. If your granted event does not last at least as long as the four hour minimum, your grant will reduce by 50%.</p> | <p>The Coalition must submit a complete SKBU partner checkup event grant application that includes the signature of the SAFE KIDS Coalition Coordinator. A completed SKBU partner grant application must include partnering organization contact information (contact name, address and phone number).</p> <p>The Coalition must submit a completed SKBU GM Dealership or UAW Plant checkup event grant application that includes the signature of the SAFE KIDS Coalition Coordinator. The Senior Checker profile must be submitted with application if profile has not been approved prior to application submission. Coalition Coordinator must sign the Senior Checker profile to confirm the submission should be kept on file with SKBU.</p> <p>The official SKBU Child Passenger Checklist must be used.</p> <ul style="list-style-type: none"> There is a maximum of six (6) grant partner-supported events per Local Coalition. There is a maximum of ten (10) grant partner-supported events per State Coalition. | <p>This grant is available while funds last. Coalitions will be notified within 30 days if grant funding is capped.</p> <p>Grant applications must be submitted four (4) weeks prior to the proposed event via Coalition Extranet, fax and/or mail.</p> |

SAFE KIDS BUCKLE UP REGISTRY EVENT GRANT

| Type of Grant | Grant Description | Requirements For Eligibility | Timeline |
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| Registry Event | <p>This Registry program is available to all State and Local SAFE KIDS Coalitions to hold a Car Seat Check Up Event with other community partners.</p> <p>Registry events must last at least two hours.</p> <p>The official SAFE KIDS BUCKLE UP Child Passenger Checklist Form must be used. The benefits of registering your event as a SKBU Event are:</p> <ol style="list-style-type: none"> 1. Liability coverage 2. Event listed on the web site 3. Event included on toll-free phone line (1-800-441-1888) | <p>A complete SKBU registry event application must be submitted.</p> <p>The Senior Checker profile must be submitted with application if profile has not been approved prior to application submission. Coalition Coordinator must sign the Senior Checker profile to confirm the submission should be kept on file with SKBU.</p> <p>Two Registry Events per (Q)uarter.</p> <p>1st Q – Jul/Aug/Sep 2nd Q – Oct/Nov/Dec</p> <p>3rd Q – Jan/Feb/Mar 4th Q – Apr/May/June</p> <p>The official SKBU Child Passenger Checklist Form must be used.</p> <ul style="list-style-type: none"> • There is a maximum of eight (8) registered events per Local or State Coalition. State Coalitions must submit applications on behalf of Chapters. | <p>This special event is available until further notice.</p> <p>Registry applications must be submitted four (4) weeks prior to the proposed event via Coalition Extranet, fax and/or mail.</p> |